



## Job Classification and Description

**Job Title: Treatment Operator**

**Classification:** Hourly non-exempt

**Immediate Supervisor:** Treatment Manager

**Department:** Treatment

**Pay Rate:** \$10.08 per hour - \$34.77 per hour (approximate annual salary range \$20,974 - \$72,333)

Revised: 7-16-24

### Job Summary:

Oversees and monitors treatment plant and equipment; responsible for water treatment, daily readings, sampling, testing and reporting; performs flushing and valve operation.

### Duties:

- Monitors plant equipment, OCWD distribution tanks, wells, pumps and all other systems; makes adjustments as needed
- Makes treatment and operational changes as needed
- Shuts down and starts up plant as needed; adheres to pump usage schedule
- Performs well readings daily and as needed
- Performs routine sampling and testing; water break testing
- Performs BacT testing
- Prepares CCR reports and other reports required by regulatory agencies
- Monitor chemical inventory and reorders when needed
- Performs valve operation and flushing
- Participates in line break and other repairs; valve operation and flushing, water loss locates
- Performs plant cleaning and maintenance
- Maintains and troubleshoots mechanical equipment necessary to the operation of the plant
- Prepares routine reports, logs and timesheets
- Provides status updates on special and emergency situations to management
- On call duties on a rotating basis (includes night & weekend duty); may be called out for emergency duty 24/7
- Other duties as directed by OCWD management as deemed necessary to the operation of the District

### Skills and Knowledge:

- Standard practices for the operation of a water treatment facility; methods of water sampling
- Knowledge of operation and comprehension of SCADA (Supervisory/Control/Data/ Acquisition System)
- Methods for chemical treatment water

- Methods for maintenance procedures to equipment used in water treatment facilities
- Safety practices of electrical and mechanical equipment used in water treatment facilities
- Regulations governing operation and maintenance of water treatment facilities
- Proper use and disposal of hazardous materials; confined space entry procedures
- Customer service techniques
- Ohio County geography, streets, business locations
- Traffic laws and rules involved in vehicle operation
- Any technical water treatment/maintenance training or licensing required by management

**Ability to:**

- Read and comprehend diagrams, technical and operation manuals, meters, gauges, control panels, testing and monitoring equipment including SCADA (Supervisory/Control/Data/ Acquisition System)
- Methods for chemical treatment water
- Operate valves, pumps, control systems, power equipment, respirators, hand pumps, metal detectors, hand tools
- Utilize and read measuring devices
- Performs mathematical calculations in order to calculate quantities, measures and weights
- Place and price purchase orders
- Operate small equipment and hand tools
- Operate personal computers and related software
- Utilize and wear safety equipment
- Communicate effectively with the public, other employees and management
- Exhibit ethical behavior and adhere to the policies of the OCWD
- Obtain a Class IV Water Treatment Operator License.

**Minimum qualifications:**

- High school diploma or GED equivalency
- Three years water treatment system experience;
- Or in the discretion of the General Manager, any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work
- Class III or IV Water Treatment Operator License preferred or the ability to obtain a Class IV license within specified time period of being hired.
- Valid Kentucky Driver's license
- College level course work preferred

**Work Environment:**

- Duties are performed in an outdoor environment that may include working in adverse weather conditions, vehicular traffic insects, animals and adverse weather conditions including extreme hot and cold conditions; may involve working in dirty conditions; using soiling and greasy products.

**Essential Physical Abilities:**

- Clarity of speech and hearing which permits the employee to discern verbal instructions and communicate with other employees and the public, and sufficient vision which permits the employee to comprehend written work instructions, work orders, maps, accurately read and enter data in a computerized system, and move over rough terrain
- Sufficient manual dexterity which permits the employee to operate electronic handheld devices, write legibly, move water lids and perform maintenance.
- Sufficient strength to lift 75-pound objects for varying distances
- Sufficient body flexibility, mobility, stamina, and balance to perform maintenance and repair operations that require bending, stooping, kneeling, stretching and other physical exertions, repair and replace water meter lids and moving over rough or unfamiliar terrain
- Sufficient ability to sit or stand for prolonged period of time; climb stairs
- Sufficient ability to endure prolonged exposure adverse weather conditions including extreme hot and cold conditions
- Ohio County Water District will make reasonable accommodations as required in compliance with the Americans with Disabilities Act.

This job description is subject to change at the discretion of the General Manager.